

EX PARTE OR LATE FILED



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February 6, 1995

RECEIVED

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FEDERAL COMMUNICATIONS COMMISSION
OFFICE OF SECRETARY

Mr. William F. Caton
Secretary
Federal Communications Commission
1919 M Street, NW, Room 222
Washington, D. C. 20554

Re: Ex Parte Presentation
Docket No. 94-120
Investigation of AT&T Transmittal No. 6788

DOCKET FILE COPY ORIGINAL

Dear Mr. Caton:

Today, Judy Arenstein, Len Monize and I met with Karen Brinkmann of Chairman Hundt's office to discuss AT&T's previously stated position in the above-captioned docket.

Two copies of this Notice are being submitted to the Secretary of the FCC in accordance with Section 1.1206(a)(2) of the Commission's Rules.

Sincerely,

A handwritten signature in dark ink, appearing to be "E. E. Estey", written over a horizontal line.

cc: Karen Brinkmann

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FEDERAL GOVERNMENT AFFAIRS
INCLEMENT WEATHER PROCEDURE

When inclement weather or other conditions occur, employees scheduled to work should follow the Federal Government Policy applicable to nonessential Federal employees. (See attached excerpts for the Federal Personnel Manual System.)

Following those general guidelines, when hazardous weather conditions develop overnight, employees should monitor local radio and television broadcasts for information regarding attendance/leave policy as applicable to Federal employees:

- If the Federal Government is not going to open because of weather conditions, our office will not be open and attendance will be coded as a regular work day.
- If delayed arrival is in effect, employees may arrive late (within reason) and be coded as present the entire day.
- If liberal leave is in effect, the employee may elect to take off the entire day, but time will be coded as one of the following: vacation, personal day, floating holiday or time taken without pay. Any of these may be taken without prior permission of a supervisor. However, if the employee decides to take the day off, the supervisor should be notified.

When severe weather conditions arise after the work day has started, the Federal Government Affairs staff monitors Federal reports for any announcements. Such information may authorize early dismissal. In the event an early closing is deemed necessary, employees will be notified.

ATTACHMENT

EXCERPTS FROM FEDERAL PERSONNEL MANUAL SYSTEM

The Federal leave policy announcement will be made through agency personnel offices and/or local news media depending upon the time of day the decision is made. Employees should be informed that in the event of a hazardous weather situation that develops overnight, they should monitor local radio and television broadcasts for information regarding leave situations (Federal offices open, early dismissal, delayed arrival/liberal leave, and closure). It should be emphasized that "liberal leave," in this context refers to allowing employees to take annual leave or leave without pay without first having to obtain permission of a supervisor.

HOT NEWS

FRIDAY, FEBRUARY 3, 1995

TO: ALL FGA, SGA, FEDERAL REGULATORY & LAW DIVISION
PERSONNEL

FROM: THE WASHINGTON COMPUTER SYSTEMS ADMINISTRATOR TEAM

THE FOLLOWING IMPORTANT ISSUES ARE RECENT DEVELOPMENTS
THAT WILL AFFECT ALL EMPLOYEES' PERSONAL COMPUTERS AND
DESKTOP SUPPORT IN THE WASHINGTON OFFICE:

1. IN AN EFFORT TO BETTER SERVE OUR WASHINGTON CLIENTS,
EFFECTIVE, MONDAY, FEBRUARY 6, 1995, A NEW COMPUTER HOTLINE
TELEPHONE NUMBER FOR COMPUTER SUPPORT WILL BE AVAILABLE FOR
YOUR USE. I URGE ALL PERSONNEL TO USE THE HOTLINE NUMBER TO
CONTACT AN ADMINISTRATOR INSTEAD OF CALLING THEM AT THEIR
DIRECT TELEPHONE NUMBERS. THE COMPUTER HOTLINE TELEPHONE
NUMBER IS (202)457-2190. AND IT WILL BE AVAILABLE MONDAY-FRIDAY,
DURING THE HOURS OF 8:00AM THROUGH 6:00PM.

2. THE LAW AND GOVERNMENT AFFAIRS PHONEBOOK DIRECTORY
THE WAS RECENTLY SENT TO EVERYONE IN AN E-MAIL MESSAGE FROM
DLIVELLI IN NEW JERSEY IS NOT YET AVAILABLE FOR YOUR USE IN THE
WASHINGTON OFFICE. THE PHONEBOOK IS CURRENTLY BEING TESTED ON
THE SERVERS AND SHOULD BE AVAILABLE ON YOUR COMPUTERS BY THE
MIDDLE OF FEBRUARY.

3. WE HAVE RECENTLY DISCOVERED THAT TWO EMPLOYEES'
COMPUTERS IN THE FEDERAL REGULATORY DIVISION ON THE 10TH FLOOR
HAD A MONKEY2 VIRUS.

ALL COMPUTERS IN THE WASHINGTON OFFICE WILL BE SCANNED
FOR THIS VIRUS BY THE END OF NEXT WEEK (FEBRUARY 11, 1995). I URGE
ALL EMPLOYEES TO DO NOT COPY ANY FILES TO YOUR HARD DRIVES OR
THE NETWORK DRIVES THAT ARE BROUGHT IN THE OFFICE BY VISITORS
FROM OUT OF STATE. (I.E. NEW JERSEY, DENVER, ETC.)

THIS VIRUS WILL WIPE OUT YOUR HARD DRIVE OR CAUSE MAJOR
DAMAGE TO FILES ON YOUR PC. THE VIRUS CAN NOT BE DETECTED BY THE
CURRENT ANTI-VIRUS PROGRAM ON THE PCs. THEREFORE, A NEW ANTI-
VIRUS RELEASE HAS BEEN OBTAINED BY THE ADMINISTRATORS TO DETECT
AND REMOVE THE VIRUS.

THANK YOU FOR YOUR COOPERATION.